

Become a REALTOR® Member of NCCBOR

By joining as a REALTOR® member, you can take advantage of the many benefits offered by New Castle County Board of REALTORS® (NCCBOR), the Delaware Association of REALTORS® (DAR) and the NATIONAL ASSOCIATION OF REALTORS® (NAR). Primary membership with NCCBOR requires that your real estate license be affiliated with a member Broker. Primary member applicants **must** attend a mandatory new member orientation class within **two (2)** offerings of application date.

You can become a Provisional REALTOR® member today, by completing these steps:

1. Complete the REALTOR® APPLICATION (PAGES 3-4)
2. Pay your application fee of \$150.⁰⁰ and annual membership fees (PRORATED MONTHLY-PAGE 9)
3. Attend a mandatory New Member ORIENTATION CLASS (PAGE 5) within two class offerings from application.
4. If you require a KEYCARD (PAGE10) for access to properties please contact Jessica Graae at 302-762-4800 x 10 to make an appointment. (Keycards are issued by appointment only).

Instructions to Register for Orientation Class (PAGE 2)
Unique Member Benefits (PAGES 6-8)

Instructions to Register for NCCBOR New Member Orientation

After your application **and** payment have been processed by NCCBOR, you will receive a welcome communication that includes your login and password for on-line access to www.nccbor.com. You should then login and register for your mandatory new member orientation class. Once you login, complete the following steps:

1. Under “Quicklinks”, select “Register for Classes by Course”
2. Select “COEN11”
3. Select the class you wish to register for (remember you must attend one of the two closest dates to your application date)
4. Select “Proceed to Registration”
5. Select “Add to Cart”
6. Select “Register Now”

You will receive an e-mail confirming your registration.

Payment and DREC Form/Copy of Wall License

Must Accompany Application



3615 Miller Road, Wilmington, DE 19802-2523
(302) 762-4800 • (302) 762-4840
www.nccbor.com

REALTOR® MEMBERSHIP APPLICATION

I. Check the type of membership for which you are applying:

REALTOR®, Primary Other

REALTOR®, Secondary (Must be primary member of another association.)

Are you now a member of any other Board/Association of REALTORS®? Yes No

If yes, name Board(s) and type(s) of membership held: _____

Are you transferring Primary REALTOR® membership to NCCBOR from another Board? Yes No

Title: Mr. Mrs. Miss Ms. Other Generation: (i.e., Jr., Sr., II, etc.) _____

Name: _____
First MI Last

Nickname: _____ Birth Date _____

Gender: Male Female

Name of Firm, Partnership or Corporation: _____

Office Address: _____
STREET CITY STATE ZIP

Office Phone # _____

Home Address: _____

City, State, Zip Code _____

Home Phone #: _____ Personal Fax: _____

Cell Phone #: _____ E-Mail Address: _____ ******REQUIRED******

Has your membership in any other Board/Association of REALTORS® been suspended or terminated within the last two years?
 Yes No (If yes, please attach an explanation.)

Are you subject to any unresolved charges of civil rights violations, violations of consumer protection laws, violations of the real estate license laws or other violations of law?
 Yes No (If yes, please attach an explanation.)

Do you currently hold an active real estate or appraisal license? Yes No (If no, REALTOR® membership cannot be requested)

Name as shown on license: _____

License #	State	Type of License (Sales/Broker/Appraisal)	Date of Licensure	Date Affiliated w/Broker
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Has your real estate or appraisal license, in this or any other state, ever been suspended or revoked? No Yes If yes, please attach an explanation and specify the place(s) and date(s) of such action.

II. COMPLETE THIS SECTION IF YOU ARE A PRINCIPAL (OWNER) OF THE FIRM

Business Telephone #: _____ Business Fax Number: _____

The main function of your company is: Residential Real Estate Commercial Real Estate Appraisal

The firm is a (check one) Sole Proprietorship Partnership Corporation Other

Have you filed bankruptcy within the last three (3) years? Yes No

APPLICANTS FOR REALTOR® MEMBERSHIP: In the event my application for REALTOR® membership is approved, I agree as a condition of membership to complete the Orientation Class of the New Castle County Board of REALTORS®, and on my own initiative to thoroughly familiarize myself with the Code of Ethics of the National Association of REALTORS®, including the duty to arbitrate business disputes in accordance with the Code of Ethics and Arbitration Manual of the Board and the Constitution, Bylaws, and Rules and Regulations of the New Castle County Board of REALTORS®, the Delaware Association of REALTORS®, and the National Association of REALTORS®. If required, I agree to satisfactorily complete a reasonable and nondiscriminatory written examination covering such Code, Constitutions, Bylaws, Rules and Regulations, and duty to arbitrate. I further agree that my act of paying dues shall evidence my initial and continuing commitment to abide by the aforementioned Code of Ethics, Constitutions, Bylaws, Rules and Regulations, and duty to arbitrate, all business disputes as from time to time amended. Finally, I consent and authorize the Board, through its Member Policy Committee or otherwise, to invite and receive information and comment about me from any Member or other person, and I agree that any information and comment furnished to the Board by a Member or other person in response to any such invitation shall be conclusively deemed to be privileged and not form the basis of any action by me for slander, libel or defamation of character.

I acknowledge that if I am accepted as a Member and subsequently resign or am expelled from membership in the New Castle County Board of REALTORS® with an ethics complaint or arbitration request pending, the Board of Directors may condition renewal of my membership upon verification that I will submit to the pending ethics or arbitration proceeding and will abide by the decision of the Hearing Panel; or, if I resign or am expelled from membership without having complied with an award in arbitration, the Board of Directors may condition renewal of membership upon payment of the award, plus any costs that have previously been established as due and payable in relation thereto, provided that the award and such costs have not, in the interim, been otherwise satisfied.

I understand that in order to obtain Primary or Secondary REALTOR® membership I must submit a completed membership application along with the \$150 application fee, applicable prorated dues (which must be included with the application), attend an Orientation Class (not required for Secondary REALTOR® membership) and be approved by the NCCBOR Board of Directors.

You must register for an Orientation Class being held within two offerings of application. To register, visit <https://ims.nccbor.com/documents/Instruc%20to%20Reg%20for%20Orien.pdf>

I hereby certify that the foregoing information furnished by me is true and correct, and I agree that failure to provide complete and accurate information as requested, or any misstatement of fact, shall be grounds for revocation of my membership if granted. I also agree that, if accepted for membership in the Board, I shall pay the dues and fees as from time to time established.

I consent and authorize the Board, through its Member Policy Committee or otherwise, to invite and receive information and comment about me from any Member or other person, and I agree that any information and comment furnished to the Board by a Member or other person in response to any such invitation shall be conclusively deemed to be privileged and not form the basis of any action by me for slander, libel or defamation of character.

If I am approved for membership in the New Castle County Board of REALTORS®, I agree to abide by their governing Bylaws and Rules and Regulations. To obtain a copy of the governing documents, please visit www.nccbor.com.

I understand that I am required to attend an Orientation Class within two offerings of application date. I also understand if I do not satisfy all of the requirements of membership (for example, completion of a mandatory orientation program) within two offerings from application date, my membership will be terminated, dues shall be returned to me less a prorated amount to cover the number of days that I received association services and any application fee. I also understand that if my provisional membership is terminated for not meeting requirements of membership and I elect to take membership at a future date, I must reapply.

Signature of applicant

Date

Enclosed is my payment in the amount of \$150.00 (application fee), and payment of my dues at the prorated rate.

Please forward me information about:

- Volunteer opportunities Instructor opportunities

Please give us additional information about yourself:

- Do you speak a foreign language? If so, which one(s) _____
- Do you have any special skills? _____

E://Work/Ramona/Membership/Current Applications and Dues/Realtor Application-revised 2-14-11



The Voice for Real Estate® in New Castle County





3615 Miller Road, Wilmington, Delaware 19802

Phone: 302.762.4800

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2011 MANDATORY ORIENTATION CLASS SCHEDULE

Required for Primary REALTOR® membership only

You must attend an Orientation Class within two class offerings of submitting the application for membership to the NCCBOR. Please indicate on your application which class you will attend and register for that class after you have been notified that you have a provisional membership.

Wednesday, January 5

Wednesday, March 2

Wednesday, May 4

Wednesday, July 6

Wednesday, September 7

Wednesday, November 2

Sign-in is at 8:30 a.m. Coffee and breakfast snacks will be available. The deadline for application processing is the **Wednesday** prior to the orientation class. The class begins promptly at 8:45 a.m. Class is in session from 8:45 a.m. to approximately 12:45 p.m.

You must attend the entire class to qualify for membership approval. Attendees are not permitted to leave the classroom to conduct business while the class is in session. Please plan the day accordingly.

Remember...an orientation **must** be attended within two class offerings of submitting an application for membership to the NCCBOR.

SUPRA KEYCARD ACTIVATION AND TRAINING –

Since orientation is a busy day for agents and staff alike, the NCCBOR will be unable to issue KeyCards on the day of orientation. KeyCards may however, be obtained on a separate date prior to the orientation date if needed. Agents who desire issuance of a KeyCard should contact Ramona Leshner in the Board office at 302-762-4800 x 110 to schedule an appointment. A KeyCard Usage Agreement and appropriate fees must be provided during the KeyCard issuance appointment.

KeyCards will not be issued without an appointment, payment and the signed KeyCard Usage Agreement. Appointments last approximately 20 minutes and include training.

Please contact Ramona Leshner at 302-762-4800 x 110
With any new member and/or KeyCard questions.

REALTOR Member Benefits

What NCCBOR Offers You...

The purpose of the New Castle County Board of REALTORS®:

NCCBOR's purpose is to provide resources to all segments of its membership that help them succeed and prosper in a sustainable economic climate by:

- providing services, tools, education and programs to improve member's ability to serve their clients with the highest levels of professionalism, integrity and expertise
 - working collaboratively to ensure its members are able to conduct business within a framework of fair and reasonable laws and government regulations
 - creating understanding among the residents of New Castle County as to the important benefits of working with a REALTOR®
 - creating opportunities to develop positive, productive relationships among the members
- and...by building and fostering proactive relationships with public agencies, private sector associations and other stakeholders by effective outreach and advocacy...**achieved through:***

EDUCATION AND TRAINING

Courses that offer a broad variety of subjects that help you fulfill your real estate license and renewal requirements.

Courses that expand your knowledge of your profession and keep you up-to-date on changes in legislation, policy and industry trends.

Courses that lead to designations which enhance your professionalism.

Specialized courses that gives you new skills in such areas as technology.

Most credit courses are accredited in Delaware and accepted in Pennsylvania.

*Continuing education classes offered by NCCBOR in 2011 are **free** to NCCBOR members.*

The Board is always open to new ideas for courses and education programs that will benefit its members, their clients and the public. The Board strives to provide instructors who possess knowledge of current issues.

*NCCBOR's signature annual event, REALTOR® Showcase, offers several courses in one day, so that REALTOR® members can efficiently acquire multiple credits. This event is **free** to NCCBOR members and includes admission to the tradeshow and networking opportunities.*

PROFESSIONAL STANDARDS

A process executed according to the NATIONAL ASSOCIATION OF REALTORS® Code of Ethics which separates real estate agents from REALTORS® and provides both real estate professionals and the public an opportunity to air grievances and seek a fair

ruling on differences of opinion from an unbiased panel of peers or mediation.

POLITICAL INVOLVEMENT

Staying abreast of what is going on in legislation that affects the real estate industry and its practitioners locally, as well as state-wide and nationally in areas such as:

Land Use Practices

Fair Housing and Equal Opportunity

Taxation

Private Property Rights

Public Programs That Support Homebuying Incentives.

Giving members an opportunity to participate in supporting legislation that helps the industry and defeating that which hurts it.

Keeping an eye on the performances of elected officials.

Supporting pro-real estate issues candidates through PAC funds.

Encouraging member participation in community activities through civic associations, citizen organizations and political campaigns.

Developing programs which benefit both REALTORS[®] and the community such as the Citywide Open House.

Establishing dialogues with elected and appointed officials to create networks which can address shared concerns and contribute to creative solutions.

BOARD INVOLVEMENT

Opportunities to serve on Committees, Task Forces and Presidential Advisory Groups which permit members to shape the future policies, programs and services of the association.

REALTOR[®] IMAGE ENHANCEMENT

Through political involvement.

Through publicity and promotion that gets the word out about the positive role REALTORS[®] play in our economy, our government and our way of life.

Through the professional standards process and upholding the Code of Ethics.

PROFESSIONAL TOOLS OF THE TRADE

Board membership affords access to specialized forms created and copyrighted for use by its members and membership in ZipForm, a system that allows you to share data between all documents related to the same transaction.

MEMBER COMMUNICATIONS

REALTORS[®] on the Move, an FYI of new members and members moving to a different office which is compiled monthly and placed onto the Board's website.

Weekly eNewsletters, a mass emailing which includes information blurbs on what is happening at the Board; news updates, etc.

Articles which focus on Buyer and Seller issues with a professional sensitivity to good information authored by NCCBOR members.

www.nccbor.com, the information station for NCCBOR members. The most current information on education offerings, events, information offerings, etc.

The Board is continually evaluating its methods of communication with its members and investigating effective new ways to communicate information you need to be successful in your business.

MEMBER SERVICES

The Board has negotiated special rates so that you can take advantage of these valuable benefits without requirement of joining other organizations.

Errors and omissions insurance - provided by the NATIONAL ASSOCIATION OF REALTORS®.

Health, dental and other insurance - through the Benefits Connection of the New Castle County Chamber of Commerce.

DEXSTA Federal Credit Union membership - which provides incentives such as cost-cutting credit cards, loans, auto pricing, buying and more.

The Board offers room rentals in its education facility at economical pricing.

MEMBER EVENTS

Events bring members together to learn, network and have fun!

Quarterly events are held throughout the year beginning with **REALTOR® SHOWCASE**, held in early spring offering continuing education, industry exhibits and social interchange and sending out the year with the Holiday Mixer in December.

Throughout the year, are **MEMBERSHIP MEETINGS** that bring members together to decide on the direction and future of the organization.

Political activities such as the **LEGISLATIVE BREAKFAST/LUNCHEON/FUNDRAISERS** give members an opportunity to mingle with elected and appointed officials and discuss issues of mutual concern.

Various **BROWN BAG** sessions providing current topics of interest free to REALTOR® members courtesy of Affiliate members.

2011 NCCBOR REALTOR[®] DUES AND SERVICE FEES

APPLICATION FEES (a one-time fee as long as membership does not lapse for more than 14 months):

REALTOR [®] (Primary/Secondary).....	\$150.00
New Principal/Designated REALTOR [®]	\$ 25.00
Reinstatement Fee (reinstating membership within 14 months from date of termination).....	\$ 75.00

MEMBERSHIP DUES/TYPES

The components of REALTOR[®] membership dues are as follows:

New Castle County Board of REALTORS [®] (NCCBOR)	\$200.00
Delaware Association of REALTORS [®] (DAR)	\$125.00
National Association of REALTORS [®] (NAR)	\$115.00 (Includes \$35 mandatory Public Awareness Campaign Assessment)
Total	\$440.00

Designated REALTOR[®] (*\$440.00/self + \$405.00/each non-member licensee*)

REALTOR[®] Primary Member.....\$440.00

REALTOR[®] Secondary Member.....\$200.00

DUES ARE PRORATED FROM THE BEGINNING OF THE MONTH IN WHICH THE LICENSEE AFFILIATES WITH THE PRINCIPAL COMPANY. (SEE BELOW)

REALTOR[®] Primary Dues

Jan 2011 (01/01/2011-01/31/2011)	\$ 440.00
Feb 2011 (02/01/2011-02/28/2011)	\$ 406.24
Mar 2011 (03/01/2011-03/31/2011)	\$ 372.50
Apr 2011 (04/01/2011-04/30/2011)	\$ 338.74
May 2011 (05/01/2011-05/31/2011)	\$ 304.99
Jun 2011 (06/01/2011-06/30/2011)	\$ 271.25
Jul 2011 (07/01/2011-07/31/2011)	\$ 237.48
Aug 2011 (08/01/2011-08/31/2011)	\$ 203.73
Sep 2011 (09/01/2011-09/30/2011)	\$ 169.98
Oct 2011 (10/01/2011-10/31/2011)	\$ 136.24
Nov 2011 (11/01/2011-11/30/2011)	\$ 102.50
Dec 2011 (12/01/2011-12/31/2011)	\$ 68.76

REALTOR[®] Secondary Dues

Jan 2011 (01/01/2011-01/31/2011)	\$ 200.00
Feb 2011 (02/01/2011-02/28/2011)	\$ 183.33
Mar 2011 (03/01/2011-03/31/2011)	\$ 166.67
Apr 2011 (04/01/2011-04/30/2011)	\$ 150.00
May 2011 (05/01/2011-05/31/2011)	\$ 133.33
Jun 2011 (06/01/2011-06/30/2011)	\$ 116.67
Jul 2011 (07/01/2011-07/31/2011)	\$ 100.00
Aug 2011 (08/01/2011-08/31/2011)	\$ 83.33
Sep 2011 (09/01/2011-09/30/2011)	\$ 66.67
Oct 2011 (10/01/2011-10/31/2011)	\$ 50.00
Nov 2011 (11/01/2011-11/30/2011)	\$ 33.33
Dec 2011 (12/01/2011-12/31/2011)	\$ 16.67

***Note: Once member application fee and dues are paid, the member will hold a Provisional Member status with all Membership privileges, until the member attends orientation and the Board Of Directors review for approval at which time membership is changed to REALTOR[®] Status.**

DUES ARE NOT REFUNDABLE AFTER THE LAST DAY OF JANUARY (per NCCBOR bylaws)



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2010-2011 SUPRA KEYCARD FEES

- INSTALLATION AND ADMINISTRATIVE FEE (MAKE PAYMENT TO THE NEW CASTLE COUNTY BOARD OF REALTORS®)

Administrative
Fee.....\$15.00

- KEY LEASE FEES (MUST BE MADE PAYABLE TO SUPRA in Separate CHECK or CREDIT CARD FORM ONLY)

Supra will not accept Cash; however, Debit Card, Credit Card, Personal Check, or Office Check payable to Supra is acceptable

Activation Fee (Charged in addition to Lease Fees below).....\$50.00
Loss/Theft/Damage Insurance (optional)\$25.00

(1) Active Key

(Annual Fee-Period is May 21, 2010 -May 20, 2011 prorated monthly)

(04/16/2010--04/20/2010)	\$244.92
(04/21/2010--05/20/2010)	\$228.48
(05/21/2010--06/20/2010)	\$212.04
(06/21/2010--07/20/2010)	\$194.37
(07/21/2010--08/20/2010)	\$176.70
(08/21/2010--09/20/2010)	\$159.03
(09/21/2010--10/20/2010)	\$141.36
(10/21/2010--11/20/2010)	\$123.69
(11/21/2010--12/20/2010)	\$106.02
(12/21/2010--01/20/2011)	\$88.35
(01/21/2011--02/20/2011)	\$70.68
(02/21/2011--03/20/2011)	\$53.01
(03/21/2011--04/16/2011)	\$35.34

(2) eKEY Basic

Monthly Fee \$ 21.83

(Charged to your credit card monthly)

(2) eKEY Professional

Monthly Fee \$ 29.11

(Charged to your credit card monthly)

For information on eKEY and compatible devices, visit: www.supraekey.com

Need a keycard? Keycards issued by appointment only.

To schedule an appointment, contact 302-762-4800.

A completed keycard usage agreement must be provided to NCCBOR prior to issuance.

Key card training/issuance session lasts approximately 20 minutes.